

Hello;

The next meeting of the Franklin County Library Board is scheduled for 10:00 am on Monday April fourteenth at the Lavonia libraries meeting room. The proposed agenda is as follows;

Call to order  
Approval of minutes and agenda  
Branch Reports  
Regional Report  
Old Business  
    Gravel on parking area at Lavonia  
    New hours of operation →  
    Board Membership status  
New Business  
    Statewide budget decline and affect on FC Libraries  
    Report on Legislative Day  
Public Comment  
Adjourn

If you have an item you would like to have placed on the agenda, please contact Mr. Miller at 356-3384.

### **Minutes of the Franklin County Library Board**

Regular quarterly meeting of January 13, 2003

*approved  
4-14-03*

10:02 Meeting called to order. Mr. Miller, Ms. Andrews, Ms. Ashworth, Ms. Cochran, Mr. Mathis, Ms. Parten, and Ms. Shoemaker attending.

The proposed agenda was approved. There was quick mention of items discussed at the 10/14 meeting for which there was not a quorum and a discussion of the dire parking situation at the Lavonia branch. Mr. Miller will speak to the school superintendent about improving the lot, so that both the people from the Head start program, and library patrons can park more effectively.

Financial: Half the year has passed and 50% of funding has been received from the Board of Commissioners and Royston. The other funding entities were billed at the first of the year and should bring funding in line. Lavonia has increased it's contribution to \$8000, which should allow 4 more operation hours for the Lavonia branch.

Ms. Shoemaker moved, and Ms Andrews seconded a motion to increase salaries by 3% and provide for funding of staff to keep the Lavonia branch open 4 more hours, including the hiring of another part time person if necessary, while staying within the allotted budget. Passed unanimously.

Lavonia: The numbers are down in part due to holiday hours. There is a prison trustee helping with cleanup and who will help assemble more shelving. An individual has come forward about advancing the Friends of the Library. Ms. Ames will have Gail from the regional system contact him to help with start up organization. Ms. LeCroy is back full time after her foot surgery. The roof didn't leak during the

recent rains. There is a new front lock and security procedures have been stepped up, due to a problem which may have been a hideaway after closing, and a problem of unauthorized phone calls in Nov.

Royston: There was also a telephone incident possibly due to a prison trustee who was subsequently replaced for separate issues. The new trustee is working out well. There was a theft of donations from the anteroom, so now they are taken up daily. Feb. 11 there will be a library tour assisted by the Friends. Athens is loaning a puppet theater and another source is being looked at to provide a permanent one. In March there will be the Share-a-rama. This year's topic is Books Ahoy. Dr. Suess' day is in March. The AARP is holding tax help sessions on Wednesdays in the McConnell room.

Director's report: The gift accounts are way up (\$6865) and could be considered as a source for materials. The materials budget has already been cut back to \$.44 per capita from a high of \$.60 and incoming Gov. Perdue has proposed an 11% reduction on top. Due to fixed costs in the budget this reduction is devastating. The maintenance and operating budget is also critical, as any reduction will result in the loss of staff and services such as the bookmobile. Please write to your legislators and express how important these items are to you personally and to the library. Get others to write as well. Please refer to the Legislative Objectives, and Georgia General Assembly handouts for information.

The Family Place Grant, will provide for toys and materials for children while child development volunteers work with parents. This program will be held at the Royston branch. Special needs programs, such as the Talking Book center, magnifiers, a grant for Latino materials through PINES, and physical modifications like power doors for the Royston building are underway. The School Co-operation grant was cancelled, perhaps until next year. The Directors priority is to survive the current economy without losing jobs or cutting back services, to develop grants, advance the talking book service, establish a building needs assessment, and continue with staff training.

Ms. Atwood: The recent branch managers meeting had an insurance representative for part of the discussion. His recommendations were to keep accurate reports, contact the main library and parties responsible for the facilities in question and don't make statements regarding responsibility or liability. Stacy Farrell from Athens will provide assistance with fliers newsletters, and PR. Specific program announcements and PR will be handled and coordinated by the regional library. Ms. Atwood is compiling a list of concerns and priorities from the regional branches in order to address them in an organized effort.

Old business: Goals and strategies 1) funding; each member should approach their rep along with the legislative objectives Ms. Ames discussed. It was noted that Janie Worley of Carnesville who has been a library supporter is ill. Ms. Parten will speak to the Carnesville city commission on our behalf. Mr. Miller spoke to Lavonia mayor Ralph Owens about getting help from the county commission. Both the Board of Commissioners and Lavonia approved funding increases, which will help enormously. Most other funding pushes would be most appropriate in Aug.- Sept. to coincide with their fiscal year. Ms. Shoemaker pointed out that the school board is starting a committee on funding. Ms. Ames will provide stats and info to approach

them with. Mr. Miller pointed out that the Friends lobbying is very effective and that the libraries are one issue that effect everyone. Book donations and memorial gifts can help the collections especially in the current budget.

Goal 2) The regional Webmaster can add links and material to the library websites upon our request. The talking book service is underutilized in the county and we can help get the word out through DFACS, senior organizations special ed. groups and churches. The equipment is undergoing a transition and improvement. Stacy from the region will speak to groups about the service if we let her know.

Goal 3) The staff is currently being trained as a goal through the regional library system.

Goal 4) We need a facilities master plan particularly in Lavonia where the facility is falling behind the needs. The plan will need to be in conjunction with the city of Lavonia both because they own the building and because facilities grants generally require a funding match even if only 10%. The Carnegie library has fewer square feet than the State guidelines call for and is a good grant candidate even with the historical restrictions. Mr. Mathis will speak to Gary Fesperman about that possibility.

New business: Board member term expirations; Mr. Mathis agreed to another term, Ms. Andrews is not eligible for another term and will leave when her term expires in June, Ms. Parten agreed to another term, Mr. Ginn, Ms. Gothard, and Ms. Shoemaker will need to be approached about their renewal or replacement before the June deadline.

The next meeting will be April 14 03.

Meeting adjourned 11:48

The next quarterly meeting of the Franklin County Library Board is scheduled for Monday July fourteenth at 10:00 am in the McConnel room of the Royston branch. The minutes of the last meeting and a list of possible categories for the library internet filters follow.

The proposed agenda:

Call to order

Approve Minutes and Agenda

Public Comment

Branch Reports

Regional Report

Old Business

Board Membership

Budget Requests, Funding Agencies

New Business

Smart Filter Decisions

Recognition of Beautification Project at Lavonia Library \* 1st place

Adjourn

Logan Mathis  
Ruth

} Reappointment for 3 more years.

Rita - reappointed

### Minutes of the Franklin County Library Board

Regular quarterly meeting of April 14, 2003

Approved  
7-21-03

10:00 Meeting called to order. Mr. Miller, Ms. Andrews, Ms. Cochran, Ms. Gothard, Mr. Mathis, Ms. Parten, and Ms. Shoemaker attending. Ms. LeCroy and Ms. Chitwood represented the branches and Ms. Ames and Ms. Atwood represented the regional system.

The proposed agenda was adopted and the minutes of 1/13/03 accepted.

Branch reports: Lavonia; The public and the staff are adjusting to the new hours. The 10:00 opening hours are very popular, while the late hours are as yet less utilized. The book sale was a success. A gentleman named Jason Mentmeyer has come forward with an interest in revitalizing the Lavonia Friends group. He placed an ad in the FC Citizen looking for members. Mr. Miller noted that given the current budget situation the Friends groups could be very important.

Royston; The Family Place Program is underway. Prizes have been selected for the Summer Reading program. There will be a book sale June 7. The fire department will establish the occupancy limits for the McConnel room and library. Ms Ames stated that the responsibility to stay within the occupancy limits will be transferred to the group booking the room at the time they sign up.

Regional report: Ms. Ames; The Family Place program is in place in Franklin and Oconee counties. The branches will receive \$255 each to support the Summer Reading Clubs. Finances are at the 75% point, The Board of Ed. has not paid their portion, but historically it is not unusual for them to pay as a lump sum. The postage line item is running high but should be largely reimbursed by PINES. Due to lack of funding the Bookmobile service has been prioritized and consolidated. The over billing of the system by Bellsouth has resulted in a return of \$23,700 to the region and \$1,709 to the county system which will help alleviate some of the shortfall. Ms. Atwood; The Family Place program is bringing people, books, toys and equipment to the county for patron's use. Lavonia now has 12 additional hours a week and a new part-time librarian, Ms. Deiter. Lavonia received a leapfrog grant which provides multi-sensory learning tools. The Quantum pad system was chosen. Smart filter will be replacing Cyber-patrol as the library internet filter. The State is making it available without cost to the system. Smart filter is a more sophisticated program and allows rapid updating and blocking of parts of websites. Staff supervision is the #1 concern of the systems branch managers and the region is providing information and training to help.

position which extends the opening hours by 4 hours. Employee now open on Wednesday nights

a new position in Lavonia extends the opening hours by 4 hours. It is now open on Wed nights.

Old Business: some gravel has been placed on the Lavonia parking lot, there should be more coming, Ms. Gothard will contact the city. The new Lavonia branch hours were put in the Franklin Co. Citizen and a flyer was printed. Mr. Miller found out that all of the current board members are eligible for reappointment. Pending confirmation by Ms. Lineback and Ms. Ashworth it is presumed everyone will stay on. Mr. Mathis spoke to Gary Fesperman about the need to expand the facility. Ms. Ames said the Regional office could provide a space needs analysis, but noted that State construction money is very scarce, so it might be prudent to talk about SPLOST moneys and long term project evaluations.

New Business: The materials budget line will shrink next year and there is unlikely to be another windfall like the Bellsouth money to help. There will be no State level increases and the Board of Ed. will not be giving pay increases so funding increase requests may be problematic. Mr. Mathis pointed out that the amount of funding necessary was such a tiny percentage of the respective budgets that we should ask anyway even if just to keep the needs current in everyone's mind. The Board agreed to ask again for the County and the Board of Education to bring their funding to \$30,000. The additional money would be applied first to salaries and second to increase hours. Ms. Ames suggested a called meeting or polling by e-mail and phone to firm up the proposed budget for next year. She also noted that responses including e-mails are subject to sunshine laws and should be worded as if the world was reading it. She will get a draft of the budget to each board member so that they may e-mail or phone suggestions and responses. Ms. Shoemaker will speak to Royston about the request. It was noted by all, that they have been extremely supportive of the libraries, and that it is very much appreciated. Ms. Parten will speak to Carnesville about the possibility of increasing support to \$2000. Mr. Miller, asking for clarification, wanted to know if we were asking the cities for a percentage increase similar to that which we are asking of the County and Board of Ed. A proposed budget will be circulated.

Legislative day presented a positive attitude toward the libraries, but no promises. Funding for PINES should be continuing within the supplemental budget but materials money will not. There will be no new books and weeding out out-dated books will leave empty shelves. This fact needs to be kept in front of our legislators. Ms. Gothard noted that a bus tour of greater GA hometowns would stop at the Carnegie library April 23<sup>rd</sup>. Lavonia's 125<sup>th</sup> anniversary will be held over the July 4<sup>th</sup> weekend and May 3<sup>rd</sup> the Chamber of Commerce will promote a spring festival, which will be chances to promote the Friends, the libraries and the Vacation Reading Program.

10:56 adjourned

The next quarterly meeting of the Franklin county library board is scheduled for 10:00 am, Monday Oct.6, in the conference room of the Lavonia Library. The proposed agenda and minutes of the last meeting follow.

**Agenda:**

Call to order

Review and approve minutes of last meeting

Public Comment

Adopt Agenda

Introduction of new member - Jack Slaton

Financial Report

Director's Report

Royston Report

Lavonia Report

Old Business

Internet Use and Filtering Any need for change or reconsideration after a period of time with the filters in place.

New Business

Nominating committee for new officers to be voted on in January

FY 04 Budget situation

SPLOST discussion

Sid  
Logan

Other business

Adjourn

approved  
10-6-03

**Franklin County Library Board Minutes**  
**Regular meeting of July 21, 2003**

**Attending:**

Wayne Miller, Pricilla Gothard, Mazelle Andrews, Ruth Parten, Ann Ashworth, Sid Ginn, Rita Shoemaker, Judy Atwood, Kathryn Ames, and Rosie Chitwood.

**Call to Order:** 10:00 am, Quorum declared

**Approval of Minutes and Agenda,** New Business was brought first on the agenda.

**New Business: Smart Filter™;**

The board went over the Smart Filter™ control list categories. The following categories are to be filtered: anonymizers and translators, chat, criminal skills, cults, drugs, extreme/obscene/violence, hate speech, mature, and sex. A sign will be placed at the computers relating what sites are blocked. The user may see an employee of the library if they need to get into a certain blocked site.



**Branch reports:**

Rosie will participate in the First Day Celebration at Royston Elementary, with a booth, a sack of information, and a gift from the Friends. Family Place was a good program and she plans to do it again.

Emma LeCroy was unable to attend, but sent a report.

**Regional Report:** Ms. Ames: The budget is in good shape although there will probably be further reductions from the State. Survey results from both libraries showed patrons wanted more books (novels & adult fiction), audio books, more parking at Lavonia, and longer Saturday hours. The State is working to get construction grants back in place, possibly by 2005. We need to be thinking about what is needed at both libraries. There is an additional windfall grant of \$2000 to each library. Rosie bought new tables and books on tape.

Ms. Atwood: The Family Place Parent-Child Workshops held at Royston, was successful. Performance reviews for all library staff were completed in May. Debit cards were issued to each library to address cash flow problems with the mailing of PINES materials. These cards are only to be used for postage. Attended workshop by John T. Brantly on "Coaching Entry Level Staff".

**Old Business:**

**Board Membership:** All board members have been approved. There is one vacancy, due to the resignation of Nancy Lineback, as Board of Education representative.

**Budget:** The budget proposal for 2004 was presented. The city of Carnesville increased by \$250. All other contributors stayed the same. Increases have been requested to help meet the 2004 budget of \$82,125. The 2003 budget was \$80,700.

**Meeting adjourned at 11:40.**

Ruth Parten presented the book *We Dance Because We Can* to the Lavonia library from local author, Don Contreras.

*illustrator*

The next meeting of the Franklin County Library Board is scheduled for Monday January twelfth at 10:00 am in the McConnel room of the Royston branch. The proposed agenda is:

Call to order

Review and approve minutes of October meeting

Public Comment

Adopt Agenda

Director's Report

Branch Reports

Old Business:

Nominating Committee Report, Sid/Logan

Lavonia Friends Report, Rita

New Business:

Budget Requests:

School Board

Cities: Canon

Royston

Franklin Springs

Carnesville

Pending vacancies: Ann Ashworth- eligible for renewal  
Marie Cochran- eligible for renewal  
Wayne Miller- not eligible for renewal

Other Business

Adjourn

*approved  
1-12-04*

## **Minutes of the Franklin County Library Board**

Regular quarterly meeting of October 6, 2003

In attendance; Mr. Miller, Ms. Cochran, Mr. Mathis, Ms. Ashworth, Mr. Slayton, Mr. Ginn, and Ms. Shoemaker. Ms. Ames and Ms. Atwood represented the regional system and Ms. Chitwood and Ms. LeCroy represented the branch libraries.

10:00 The meeting was called to order with a quorum present. The minutes of July 21 should be corrected to read that Don Contreras is the illustrator, not author, of the book We Dance Because We Can. After which the minutes of the last meeting were approved and the proposed agenda accepted.

Mr. Jack Slayton was introduced as a new member from the Board of Education. Mr. Miller stated that there was no new information about the budget from the B. of Ed. or the B. of Commissioners. Ms. Ames stated that the State was instituting an additional 2.5% mandatory reduction. Half will come from the state book fund and half from maintenance and regional services. She observed that during financial downturns people tend to use the libraries more, making the situation worse. There will likely be a reduction in the bookmobile. There is a legal situation in which if the libraries accept free literature or bulletin board items they are obliged to accept all items, even those which may be objectionable. Additionally an investment group that has been harassing seniors to invest has been making use of library meeting rooms to make contacts.

Branch Reports: Royston; There was a book sale Saturday, Alice Elizabeth Stone has artwork in the McConnel room, Bob Adamson from Market Street Mortgage will give a presentation Oct. 23. Lavonia; There have been several donations, including \$650 from the Lavonia Women's Club, which will be used for adult fiction purchases. The Lavonia Friends of the Library is still in limbo, Ms. Shoemaker will head a committee to move it ahead.



Old Business: Filters; Any adult (17+) can ask to have a computer unfiltered and the library must comply. Removing the filter is easy, replacing it is difficult. The child protection law only requires that graphic images be filtered.

New Business: Officers need to be appointed in January. Mr. Miller is not eligible. Mr. Ginn and Mr. Mathis will be the nominating committee. Lavonia is starting work on it's budget. Mr. Miller will give them our request. The Board needs to prepare requests for the funding agencies that operate July- July. Mr. Miller spoke to Gary Fesperman and the County Manager about future SPLOST money for the library and expansion of the Lavonia branch. The SPLOST will be in 2005 and needs to go through the county. Ms. Ames stated that the request could include materials money, and that State construction money may be available again in that time frame. She will also see if the architects drawings from the Carnegie building assessment were still available. The need for more library space needs to be balanced against the desire to keep the historic character of the building. Ms. Ames thought that the restrictions would be more esthetic than driven by the Historic Register, due to the renovations already done in the seventies.

10:46 meeting adjourned